



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

October 5, 2000

Sara J. Lilygren, Treasurer
American Meat Institute - PAC
1700 North More Street, Room 1600
Arlington, VA 22209

RE: MUR 5108
American Meat Institute - PAC and
Sara J. Lilygren, as treasurer

Dear Ms. Lilygren:

On October 2, 2000, the Federal Election Commission found that there is reason to believe the American Meat Institute - PAC ("Committee") and you, as treasurer, violated 2 U.S.C. § 434 (a)(4)(A)(i), a provision of the Federal Election Campaign Act of 1971, as amended ("the Act"). The Factual and Legal Analysis, which formed a basis for the Commission's finding, is attached for your information.

You may submit any factual or legal materials that you believe are relevant to the Commission's consideration of this matter. Please submit such materials to the General Counsel's Office within 15 days of your receipt of this letter. Where appropriate, statements should be submitted under oath. In the absence of additional information, the Commission may find probable cause to believe that a violation has occurred and proceed with conciliation.

In order to expedite the resolution of this matter, the Commission has also decided to offer to enter into negotiations directed towards reaching a conciliation agreement in settlement of this matter prior to a finding of probable cause to believe. Enclosed is a conciliation agreement that the Commission has approved.

If you are interested in expediting the resolution of this matter by pursuing preprobable cause conciliation, and if you agree with the provisions of the enclosed agreement, please sign and return the agreement, along with the civil penalty, to the Commission. In light of the fact that conciliation negotiations, prior to a finding of probable cause to believe, are limited to a maximum of 30 days, you should respond to this notification as soon as possible.

Requests for extensions of time will not be routinely granted. Requests must be made in writing at least five days prior to the due date of the response and specific good cause must be demonstrated. In addition, the Office of the General Counsel ordinarily will not give extensions beyond 20 days.

If you intend to be represented by counsel in this matter, please advise the Commission by completing the enclosed form stating the name, address, and telephone number of such

counsel, and authorizing such counsel to receive any notifications and other communications from the Commission.

This matter will remain confidential in accordance with 2 U.S.C. §§ 437g(a)(4)(B) and 437g(a)(12)(A), unless you notify the Commission in writing that you wish the investigation to be made public.

For your information, we have attached a brief description of the Commission's procedures for handling possible violations of the Act. If you have any questions, please contact Kasandra Robinson, the staff member assigned to this matter, at (202) 694-1650.

Sincerely,



Darryl R. Wold
Chairman

Enclosures

Factual and Legal Analysis
Procedures
Designation of Counsel Form
Conciliation Agreement

FEDERAL ELECTION COMMISSION

FACTUAL AND LEGAL ANALYSIS

RESPONDENTS: American Meat Institute - PAC
and Sara J. Lilygren, as treasurer

MUR 5108

This matter was generated based on information ascertained by the Federal Election Commission ("the Commission") in the normal course of carrying out its supervisory responsibilities. See 2 U.S.C. § 437g(a)(2).

The Federal Election Campaign Act of 1971, as amended, requires treasurers of political committees other than authorized committees of a candidate to file periodic reports of receipts and disbursements. 2 U.S.C. § 434 (a)(1). In any calendar year in which a regularly scheduled election is held, all political committees that choose not to file on a monthly basis shall file quarterly reports which shall be filed no later than the 15th day after the last day of each calendar quarter. 2 U.S.C. § 434 (a)(4)(A)(i).

American Meat Institute - PAC ("the Committee") is a political committee not authorized by any candidate and has elected to report on a quarterly basis. Pursuant to 2 U.S.C. § 434 (a)(4)(A)(i), the due date for the Committee's April Quarterly Report was April 15, 2000. The Committee was notified on December 29, 1999 and March 22, 2000 that its 2000 April Quarterly Report was due on April 15, 2000. A Non-Filer notice was sent to the Committee by mailgram on May 10, 2000.

On June 8, 2000, the Reports Analysis Division ("RAD") attempted to contact Ms. Sara Lilygren, treasurer; however, because Ms. Lilygren was unavailable, the RAD analyst spoke with

Ms. Lilygren's assistant, Mr. Lawrence Webb. Mr. Webb acknowledged that the 2000 April Quarterly Report was late. He stated that there had been a computer problem preventing the disclosure of a \$15,000 disbursement and the Committee did not wish to file an incorrect report.

On June 14, 2000, the Committee filed its 2000 April Quarterly Report, 60 days late, disclosing receipts totaling \$30,695 and disbursements of \$47,000.

Therefore, there is reason to believe the American Meat Institute - PAC and Sara J. Lilygren, as treasurer, violated 2 U.S.C. § 434 (a)(4)(A)(i).

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